

## EXHIBIT A

**SCOPE OF WORK TO BE COMPLETED BY LANDLORD  
FOR THE DISTRICT 4 POLICE SUBSTATION  
AT 2945 S. Miami Boulevard, SUITES 133,134,135, and 136  
Dated August 21, 2012**

All work must be done in compliance with all applicable codes, regulations, and governmental requirements, including building codes and ADA. Where this exhibit refers to specific codes, regulations, and requirements, such references will not affect the duty to comply with all applicable codes, regulations, and governmental requirements.

1. **Accessibility:** Provide an architectural certification that the construction drawings for the premises is in compliance with applicable ADA requirements. Ensure that all entrances, approaches, bathrooms, fixtures, and interior spaces comply with accessibility requirements. Refer to Attached ADA site visit inspection notes dated January 9, 2012.
2. **Existing Water Fountain:** Demo existing high/low water fountain and relocate to a location as required for public access and security at interview rooms. Verify existing water fountain meets applicable code; if not, provide new high/low water fountain. New location must comply with applicable ADA and NC Building codes.
3. **Existing Kitchen Countertops:** Verify existing sink and kitchen countertops meets applicable code; if not, provide new accessible sink and countertops.
4. **Walls:** Install new stud and drywall partitions in accordance with attached drawings.
5. **Sound Abatement:** Install sound abatement material in stud walls and above ceiling tiles in all Interview/Security Rooms (rooms 111, 112, 114, and 115) for sound attenuation. Walls in this location to be secured and finished to underside of roof deck.
6. **Paint:** All interior walls to be finished with interior eggshell latex paint, no less than 2 coats. Final selection to be approved by Tenant. Paint all walls, frames and transaction window frames. Color selection proposed by Tenant is Sherwin Williams or equivalent as scheduled below. Final selection to be approved by Tenant. Provide draw down sample for approval by Tenant.
  - SW6148 Wool Skein for walls
  - SW6147 Panda White for frames for trim
7. **Ceilings:** At all locations, demolish 2x4 ceiling grid and tiles and replace with new 2x2 Lay-In ceiling tiles and grid (to be white). Lower existing ceiling height to 9'-2".

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8. **Lighting:** Demolish Lay-In 2x4 fluorescent light fixtures and replace with 2x4 T8 fixtures as approved by Tenant. Ceiling plan and lighting layout to comply with applicable building code. Landlord is responsible for preparing and coordinating reflected ceiling plan with attached Tenant furniture layout drawing.
9. **HVAC:** Install 4 new HVAC supply and return system including programmable thermostats. Balance system to accommodate new partitioned spaces. Ensure HVAC system is balanced to maintain temperatures within dedicated spaces in accordance with standards referenced herein. City policy memo refers to ASHRAE recommended standards for office work spaces and also states “temperature in occupied air conditioned buildings shall be set between 73 degrees and 79 degrees thermal comfort settings during working hours during the cooling seasons and between 68.5 degrees and 74.5 degrees thermal comfort setting during the heating seasons to reduce energy costs.”
10. **DATA Closet:** Provide data closet in room 129. As identified on attached drawings. Data closet to include 1 quad outlet on each side wall and rear wall for a total of 3 30 amp quad outlets on dedicated circuits; louvered door 24 inches by 24 inches; ceiling extraction fan, thermostat. Apply  $\frac{3}{4}$ " plywood sheet centered horizontally on back wall one foot AFF in Data Closet (room 129).
11. **DATA Demolition and Installation:** All existing data cable to be removed. Landlord to coordinate its contractor's schedule with Tenant's contractor to ensure no delay or disruption of separate contractor's work. Tenant will coordinate installation of data cable with its approved vendors. Landlord to install new data receptacles (single- gang box with conduit to ceiling) in walls per attached drawing. Tenant will pull all data cable.
12. **Flooring and Base:**
  - a. Install commercial grade carpet, specified as: Shaw Contract Group , performance broadloom, style name Meadow, style number 60696, to be installed in accordance with Manufacturer's recommendations.
  - b. Install VCT floor covering. Colors to be light grey, medium grey, dark grey, and blue. Final selection to be approved by Tenant. See attached Landlord Floor Plan and Finish Ideas for layout.
  - c. Install Forbo Coral duo at all entry locations as identified on the attached flooring drawing. See schedule below for color selection. Final selection to be approved by Tenant. Provide transition strip between VCT and coral duo
    - i. Coral duo— 9801 grey
  - d. Install 4" vinyl wall base, material and color selection to coordinate with proposed floor covering selections, final selection to be approved by Tenant.
13. **Countertops:** Install 24" (depth) Laminate countertops at desk height for HEAT workroom (room 118), and Patrol workroom (room 108). Counter to comply with ADA as required. Laminate material and color selection to be approved by Tenant. Countertops to be formed front or equivalent. Laminate selection for all laminate locations is specified as -Formica-Dogbone Storm 5283-58- matte finish or equivalent.

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- a. At countertop locations in Patrol (room 108) and HEAT workrooms (room 118), install wire wall moldings with outlets every 24 inches.
  - b. For DATA/phone; install data jacks above counter in accordance with attached drawing.
- 14. **Locker Rooms:** See attached Landlord Floor Plan. Scope to include lockers, counters, sinks, mirrors, benches, trash receptacles, hooks, soap dispensers, ADA compliant shower for fully functional locker rooms (rooms 109,110). Provide electrical outlet where appropriate close to mirrors (for hairdryers/electric razors). All elements to be ADA compliant.
- 15. **Hot Water Heater:** Provide appropriately sized tankless hot water heater for hot water supply for locker room showers. Performance criteria minimum- must accommodate 3 simultaneous users, (back to back usage), and use of sink.
- 16. **Locker Specification:** Landlord to purchase and install lockers as specified below and identified on locker layout drawing.
  - a. All major parts shall be made of mild cold rolled steel free from imperfections.
  - b. Each locker shall have an individual door, frame, top, bottom, back, and shelf, Sides can be individual or a common separating unit.
  - c. Lockers shall be 72" high, 12" wide, and 18" deep.
  - d. Doors shall be either 16 gauge or 18 gauge steel, or a combination of a 20 gauge panel and a 24 gauge panel welded together.
  - e. The body (sides and backs) of the locker shall consist of 24 gauge steel.
  - f. Each locker shall have one hat/book shelf.
  - g. Each locker shall have at least three (3) single prong coat hooks.
  - h. Each locker shall have a number plate numbered consecutively from 1-up.
  - i. Lockers shall be cleaned and phosphatized and finished with either an epoxy or enamel coat, baked on to provide a smooth, protective finish.
  - j. Front bottom plates shall be installed on all lockers.
  - k. Slope tops shall be installed on all lockers.
  - l. Lockers shall not have built-in combination, key, or coin operated locks.
  - m. Color shall be selected from manufacturer's standard color selection (Colonial Blue) and to be approved by Tenant; preferences include blue, final selection to be approved by Tenant.
  - n. Lockers to be itemized in upfit costs.
- 17. **Doors:** Install solid wood 3'-0 doors with steel frames in all new rooms to match existing.
- 18. **Lever Sets:** All existing Lever sets to remain. Where specified on attached door schedule Install S. Parker lever set, brush nickel SFCI Schlage to be MX9 0 bitted cylinder-as identified in attached Landlord Floor Plan.

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19. **Locks:** Install Simplex 1011 series five-key punch code locks in doors to CID Workroom (Room 119) and HEAT Workroom (Room 118) as identified in attached Landlord Floor Plan drawing. Tenant will program code.
20. **Gun Rail:** Install 1"x8" wood "gun/chair rail", with midpoint of rail to be 40", Wood to be a paintable grade, painted Sherwin Williams SW 7005 Pure White, latex interior high gloss or other equivalent and to coordinate with selected finishes. Location to include all hallways at both sides.
21. **Utility Closet:** Keep existing utility closet for Landlord contracted custodial services. Upgrade as necessary to ensure meets requirements for contracted custodial services.
22. **Electrical:** Existing electrical outlets to remain except where existing conflicts with new work. Install (23) new duplex and one (1) quad electrical outlets in walls per attached plan. All outlets to be standard height except one 48" AFF in Housekeeping Closet. Any unused electrical outlets will have blank covers.
23. **Workstations:** Tenant's contractor will install ten (10) modular workstations in CID Workroom (room 119). Landlord's contractor to coordinate with Tenant's contractor regarding scheduling workstation installation. Landlord's contractor will coordinate and supply electrical, phone, and data requirements. See attached modular workstation layout drawing for coordination.
24. **New Lobby Wall:** Install stud wall with steel frame, and solid wood 3'-0 door with 6" lite from Reception Foyer into Corridors per drawing.
25. **Storefront at entry locations:** Entry door 133 and 135 to remain. Demo entry door at 134 and 136 and replace with fixed storefront.
26. **Crash-bars:** Install Von Duprin 99EL crash-bars with electric strikes on rear and front suite entrance doors, and door from Reception into building.
27. **Transaction Window:** Install 3'X3' securable (safety glass) transaction window (sliding left to right) with a minimum 12"D counter between Reception and Admin Office. Window and counter must be ADA compliant.
28. **Fire Extinguishers:** Install fire extinguisher boxes as required by applicable code.
29. **Interior Signage:** Install interior room signage as required by applicable code . All signage must be ADA compliant and final selection to be approved by Tenant.
30. **Exterior Parking Signage:** Provide dedicated parking spaces and signage in accordance with specifications identified on attached parking plan.
31. **Exterior Building Signage:** Apply sign in Landlord's standard size and font above suite entrance. Signage must comply with City code and ordinances and shall state the following: "DURHAM POLICE DEPARTMENT DISTRICT 4"

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32. **Electrical:** Reconfigure electrical service panel to supply all four (4) sub-units from one (1) meter.
33. **Window Blinds:** Provide window blinds in all exterior windows and interior office windows to minimize heat gain. Tenant to approve blind material selection.
34. **Gun Belt Receptacle:** Contractor to provide gun belt receptacle or recessed shelf in restrooms. Final solution to be approved by tenant.
35. **Drawing approval and coordination:** All drawings to be reviewed and coordinated by Landlord, Landlord's Architect and General Contractor. Any tenant provided drawings are provided for information and are not to be relied upon for code compliance. The drawings are schematic and illustrative of the upfit work elements to be included in the construction drawings to be issued by the Landlord's architect. Landlord to produce sealed construction drawings incorporating fully this scope of work document, cost estimate work elements, and drawings, for review and approval by Tenant, prior to submission for construction permits. The total cost of the construction upfit (all work required by this Exhibit A) is an amount not to exceed \$279,857.80.
36. **Standard of care:** All work performed in connection with the construction of the Premises shall be performed in a good and workmanlike manner and in accordance with all applicable laws and regulations and with the final approved construction drawings.
37. **Inspection of Construction:** Tenant shall be allowed to inspect the premises during construction for purposes of observing construction and progress and to confirm that work is completed in accordance with the lease requirements and all exhibits thereto.
38. **Substantial Completion:** When the work is considered substantially complete, Landlord shall ensure that the General Contractor has prepared a comprehensive punchlist of all uncompleted work or touch up items required to be completed. This list will be reviewed at a site visit, to include Tenant, Landlord, Architect and General Contractor and will become part of the final punchlist prepared by the Tenant. Landlord shall ensure that all work items noted on the punchlist are corrected within 30 days of issuance of the punchlist.
39. **Attic Stock:** Contractor to deliver all attic stock materials such as flooring or other materials where it is an industry custom to provide attic stock to Tenant upon project completion.
40. **Attachments:** (Unless the context otherwise requires, all references to Exhibit A include these attachments):
  - a. Attachment A - Landlord Plan – 1 Page
  - b. Attachment B - Cost Estimate – 3 Pages
  - c. Attachment C - Modular Workstation Layout dated 3.23.12 – 1 Page
  - d. Attachment D - Parking Plan – 1 Page
  - e. Attachment E - ADA Assessment – 1 Page
  - f. Attachment F - Finish Ideas – 1 Page